

U.S. Department of State Privacy Impact Assessment Summary

TITLE: *Overseas Security Advisory Council Website (OSAC)*

Date: 2007

- I. Describe the information to be collected (e.g., nature and source). Be sure to include any information in an identifiable form, e.g., name, address, social security number or other identifying number or code, telephone number, email address, etc).**

The following information is collected for public users who request an account on the OSAC website:

- Username
- Password
- Email address
- First Name
- Last Name
- Organization Name
- Office Title
- Office Phone
- State/Province
- Country
- One of the following for the badge process: Social Security Number, Driver's License Number, or Passport number. This information is maintained in the OSAC database for a period no longer than 60 calendar days once a year.

- II. Why is the information being collected (e.g., to determine eligibility)?**

Users provide the required registration information to obtain a user account on the website and to obtain temporary badges for the annual OSAC conference in Washington, DC.

- III. How will the information be used (e.g., to verify existing data)?**

To determine eligibility for access to the system or access to the annual OSAC training.

- IV. Will you share the information with others (e.g., another agency for a programmatic purpose)? If yes, list the entities.**

No

V. Describe what opportunities individuals have been given to decline to provide information or to consent to particular use of the information (e.g., whether individual may withhold permission for a particular use).

N/A – Users information will not be used for anything other than the documented purpose of the system.

VI. How will the information be secured (e.g., administrative and technological controls)?

The information is secured at the level commensurate with the moderate impact level. These minimum security controls have been identified in the 800-53 control set in the System Security Plan.

VII. How will the data be retrieved (e.g., will it be retrieved by a personal identifier such as name, social security number, address, telephone number or some other identifier that is unique to an individual)?

Data is retrieved by full or partial name or organization name.